

SWEETWATER COMMUNITY CENTER POLICIES

296 Sweetwater Road
North Augusta, SC 29860

Policy Purpose Statement:

Edgefield County facilities are primarily used for official Edgefield County purposes and such purposes shall take precedent for facility use. The Sweetwater Community Center will be available for rent for public purposes according to the rules and regulations contained herein.

General Regulations:

1. Edgefield County has the right to refuse use of facilities to any group if the proposed event conflicts with official use of the building, is incompatible with the facilities' intended purpose, conflicts with established policies, regulations or laws, or is in conflict with any confirmed reservation.
2. Admission fees, collections, or donations may not be collected by users of County owned property.
3. Property is to be left in the condition and arrangement in which it is found, or future use will be denied. (This includes setting thermostat back to its original setting.)
4. No glue or tape are to be used on any part of the Community Center facility.
5. No sparklers, rice, confetti, or glitter may be used on the property or in the facility.
6. The scheduling of facilities must be conducted according to this policy. The Edgefield County Clerk to Council shall be the coordinator and arbiter of issues related to the use of public facilities.
7. Groups shall comply with all applicable laws of the United States and the State of South Carolina and with all Edgefield County ordinances, rules, policies, and regulations. All persons in and on the property shall comply with official signs of a prohibitory or directory nature, and with the directions of Edgefield County authorized individuals. Edgefield County has the right to have persons violating any provisions removed from the premises and to prosecute any and all violators to the fullest extent of the law.
8. Use of publicly owned property does not imply endorsement by Edgefield County Government staff, officials, or by Edgefield County Council members.
9. Edgefield County retains the right to amend the requirements and regulations for use of these facilities at any time.
10. Groups are not allowed to assign their reserved time at a facility to another party unless given written permission by Edgefield County Clerk to Council or Administrator.
11. NO CONCEALABLE WEAPONS ARE ALLOWED. (Section 16-23-420, SC State Law)
12. Vehicles are not allowed on lawns, planted areas, sidewalks, or walkways of Edgefield County property.
13. Pets are not allowed inside Edgefield County facilities with the exception of Disability Assistance dogs.
14. No recreational equipment is allowed on the premises without written approval from the Edgefield County Clerk to Council or Administrator.
15. Proper attire of shirts and shoes are required during use of all Edgefield County facilities.
16. All trash and decorations must be removed from the building immediately following the event.

17. The lessee must be out of the building within the reserved time frame. The rental times should include all setup and clean up for the event.
18. Smoking is **prohibited** in all Edgefield County facilities.
19. If an emergency happens, immediately call 911, contact appropriate emergency services, and evacuate the building if appropriate.
20. The person signing the application for use and the organization by which the Edgefield County facilities will be used must indemnify and hold harmless Edgefield County and its employees and officials for and from any liabilities, damages, claims or actions of any kind arising in any way from the use of Edgefield County facilities and also release Edgefield County and its employees from any liability, damages, claims or actions of any kind arising from the use of Edgefield County facilities. That person and the organization are also responsible for paying Edgefield County for any damages to Edgefield County facilities.
21. Edgefield County is not responsible for any items left in the building after the lessees' rental period.

Reservations:

Reservations for use of the Community Center will be on a first-come, first-serve basis. Reservations may be made up to twelve (12) months in advance.

Reservations should be made by submitting the attached Application to the Edgefield County Clerk to Council.

Rental Fees:

The Community Center can be rented in increments of four (4) hours. The facility will be available Sunday through Thursday from 8:00 am to 9:00 pm and Friday and Saturday from 8:00 am through midnight. The rate is as follows:

Four (4) hours:	\$75
Eight (8) hours:	\$150
Twelve (12) hours:	\$225
Two (2) day package:	\$350

One half of the rental fee is due and payable within two (2) weeks of the Application submission in order to guarantee the Community Center on the desired date(s).

Reduction of twenty-five percent (25%) will be given to all Edgefield County staff.

The County Administrator may waive the rental fee for fund raising events for individuals that are dealing with serious illnesses or similar challenges.

Refund of rental fees due to cancellations shall be as follows:

90 days prior to reservation date: 100% refund

Between 89-30 days prior to reservation date: 50% refund
Less than 30 days: NO REFUND

Deposit/Damage Fees:

There will be a required deposit of \$125 payable at least 2 weeks prior to the event to cover any damages that may be incurred during the event. If there are no damages, the \$125 deposit will be returned after the event. If damages exceed \$125, the lessee will pay for all costs for the damages incurred.

If the premises or any portion of the building during the term of this lease shall be damaged by act, default, or negligence of the Lessee or his agents, employees, patrols, quest or any other person admitted to the premises by the Lessee, the Lessee shall pay to the Lessor such sum as shall be necessary to restore the said premises to the present condition.

Security:

The lessee may be required to provide an Edgefield County Deputy for the event. The County will make this determination based on the event, attendance, and use of alcohol. A deputy is required at all events where alcohol will be consumed. The payment for the deputy must be made to Edgefield County prior to the event.

Building Capacity:

The Community Center has a fire rating capacity of 99. No more than 99 people are permitted in the building for any event.

By signing and submitting the Application, the person signing the Application and the group using the Edgefield County facilities thereby agrees to all of the above regulations.